

**Position Title:** Legislative Director  
(Exempt Appointment)  
**Job Location:** Sacramento, CA  
**Salary:** \$9,755 - \$10,549  
**Final Filing Date:** Monday, January 28, 2013



Department of Insurance

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### Unique Opportunity

The California Department of Insurance (CDI) invites you to join an organization with consumers' best interests at the core of its mission. CDI seeks experienced professionals who are motivated to make a difference in the lives of every family in California.

### Position Description

The Deputy Commissioner and Legislative Director (DC&LD) serves under the general direction of the Insurance Commissioner and Chief Deputy Commissioner as a key strategic, policy, and legislative advisor. The DC&LD, as a member of the Executive staff, provides advice and guidance on a wide variety of issues related to the Department's business strategies, legislative agenda, and core operations impacting insurers, agents and brokers, and consumers. The DC&LD will also provide overall management and supervision for the operations and activities of the Legislative Office (LO).

### Desirable Qualifications

- Highly skilled and experienced in formulating and analyzing policy and advocating for, and achieving legislation to, support desired policy objectives, including substantial experience drafting, analyzing, negotiating and testifying in support of, or in opposition to, proposed legislation
- Working knowledge of the organization, functions, and processes of the Legislative Branch of California state government
- Extensive experience working with members of the Legislature, the Administration and various public interest groups and/or the insurance industry
- A basic understanding of the principles of insurance and the functions and operations of a regulatory agency
- Excellent oral and written communication skills

### Statement of Qualifications

All interested candidates must submit a completed standard State of California application and a "Statement of Qualifications" in order to be considered for this position. The Statement of Qualifications is a narrative discussion of your education, training, experience, and skills as it relates to the desirable qualifications listed above. The Statement of Qualifications serves as documentation of each candidate's ability to present information clearly and concisely in writing and should be typed and no more than two pages in length.

Resumes do not take the place of the Statement of Qualifications.

### How to Apply

To be considered for this position, please submit a [State Application \(STD 678\)](#), Statement of Qualifications, and resume to the address below. Timely submission of applications is encouraged.

California Department of Insurance  
300 Capitol Mall, Suite 1300  
Sacramento, CA 95814  
Attn: Maria Fuentes  
Tel: (916) 492-3309  
Email: [maria.fuentes@insurance.ca.gov](mailto:maria.fuentes@insurance.ca.gov)  
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